

RICC Meeting

3/1/07

12:00 noon



"The purpose of the RICC is to ensure partnership of parents and regional representatives dedicated to supporting children with, or at risk of, a disability from birth to age 3, and their families."

Present were: Cheryl Saeman, Jaret Cvancara, Andrea Peterson, Betty Omvig, Mary Olson, Harlan Fixen, Barb Olson, Tracy Murray, Tim Coughlin, Darlas Rogers, Cindy Gardner, Rose Shafer and Kathi Benth (Support Staff minutes).

Minutes of the last RICC meeting and agenda for this meeting were handed out.

Introductions were done.

At the last RICC meeting there were concerns voiced from Three Affiliated Tribe RICC members regarding referrals they had made to Tim, but had no feedback on. Barb explained Region I had received two of the three referrals from different sources previous to Three Affiliated Tribes referring these children and two of the referred children were already being served. The confusion was resolved at the end of the November 2006 meeting.

Tracy Murray was introduced as the new Experienced Parent for Region I. Betty explained what some of Tracy's duties as Experienced Parent will possibly be. They include: being a member of the RICC and at a future time, chairing or co-chairing the RICC meeting; participating in quarterly Part C compliance reviews, which involves reviewing Infant Development case files for compliance with Part C regulations; participate in administering satisfaction questionnaires/surveys with families currently receiving services; will be available to visit with families regarding questions and concerns; possibly being a legislative advocate; assist parents with being familiar with the transition process.

There was concern voiced at the last RICC meeting regarding a budget cut of \$41,000. Due to this cut in funding, Minot State University made the choice not to hire a supervisor for Infant Development program in Region I, but to have the unit supervised by Kathy Lee of

MSU in Minot. Shortly after the last RICC meeting, it was learned the money had been reinstated in the budget for Minot State University. Mary Olson was introduced as the new support staff person for Region I Infant Development. Today is Mary's first day on the job. She will be providing 19 hours per week of support for Region I Infant Development. At this time, she will be housed on 2nd floor. After March 30th, the Infant Development Unit will be moving to 4th floor next to the DD Unit. Mary is not sure of her schedule at this time, but feels she would like to work 6 hours per day at the beginning of the week.

Betty reports the caseloads for Infant Development staff have remained stable, i.e., once a staff member has been assigned to a family, they remain with that family until the child is no longer eligible for services. Number of children being served as of today is 39.

Rose reports she is seeing approximately 31 children per month for Right Track and she has made some referrals for Infant Development. She is seeing only approximately 1/3 of the children she had been seeing before. Rose reports she is having a problem reaching some parents due to the fact she is only given a name and the parent may only have a cell phone number, which is not listed anywhere. The reason for the cut in dollars for the Right Track Program was to allocate money to regions in the eastern part of the state who have a larger population. Money had been taken from the Williston, Dickinson and Bismarck Right Track Programs. Betty had an opportunity this week to visit with the Program Coordinator from Fargo who said Right Track screenings in their region have not increased. It is thought then there must be quite a large "roll up" of dollars that have not been utilized.

Andrea has had the assignment of tracking Part C money allocations across the state to see how much each region is receiving. Andrea has been trying to track this since August of 2006. She has sent Deb Balsdon an e-mail on the 5th of every month asking for the above information, but has had no response - not even if Deb has received the e-mails from Andrea. Andrea reported she e-mailed Deb once again this morning asking to please respond to the e-mail, even if just to let Andrea know if there is or is not the information available Andrea has been requesting. It was suggested to Andrea to e-mail Deb one more time asking for Part C allocations across the state and to remind Deb of the numerous attempts through e-mail Andrea has made to her to try to get this information. Andrea should also send a copy of this e-mail to Yvonne Smith, Deb's supervisor, and Tim Coughlin.

The Regional Compliance Team Review's purpose was explained. Infant Development used to have to go through accreditation with an accreditation counsel. This was changed five to six years ago by the state office and in place of going through accreditation, Infant Development is using a self-monitoring device. Betty gave examples of some of the questions on this instrument. Betty also reported Infant Development has to have a

licensed staff member present at all evaluation sessions, i.e., Betty is licensed for social work, Deb Bingeman is licensed for nursing, Doug Sala is licensed in PT/OT, etc.

At the training this week in Grand Forks attended by Infant Development staff and Barb, outcome goals were discussed and how they are being written. Outcomes will be done a new way.

Copies were distributed explaining the purpose of RICC. A copy of the RICC Purpose is attached to the hard copy of these minutes.

The new baby PAR was discussed. This PAR is more appropriate for small children and is working well.

RICC Meeting Agenda for the remainder of 2007 is as follows: May 17, 2007; August 16, 2007 and November 15, 2007.

Meeting adjourned at 1:00 p.m.